

Minutes of the Jefferson County Historic Sites Preservation Commission Meeting
Thursday, October 15, 2015, 7:00pm
UWEX Building, Jefferson, WI, Room 8
Jefferson, Wisconsin

Call to Order: A meeting of the Jefferson County Historic Sites Preservation Commission was called to order at 7:00pm, presided over by Vice-Chairperson Robert Birmingham.

Attendance: Commission Members: Robert Birmingham, Julia Ince, John Molinaro, Ed Morse, Michael Opager; Absent: Cindy Arbiture, James Levy

Compliance with the Open Meetings Law: Birmingham stated that the meeting was in compliance with the open meetings law.

Review of Agenda: The agenda was reviewed with no changes.

Approval of Minutes of Meeting September 17, 2015: The minutes from September were read. Motion to approve the September minutes made by Opager, seconded by Molinaro, motion carried by unanimous approval.

Communications:

Cindy Arbiture reported via email that Legacy Architecture, Inc., sent her the first invoice for the two Jefferson County NRHP property applications. Arbiture sent the invoice to Brian Lamers, Financial Director of Jefferson County, for payment to Legacy. Arbiture explained that because we have a grant from the Wisconsin Historical Society (WHS) for this application, once it is completed, the county will be paid back by WHS.

Arbiture reported via email on communications between Joe DeRose at the WHS and Joan Hyer of Waterloo concerning Hyer applying for funding for the NRHP application process. The letter to WHS has been sent to Hyer to sign, and she will send it to WHS and send us a signed copy.

Arbiture reported via email that she spoke with Joe DeRose at the WHS local history and historic preservation conference in Middleton and he thought it would be a good idea for us to offer smaller workshops on the NRHP application process and other issues, and he stated that he would be happy come and speak.

Arbiture reported via email that Stacey Kinkade, of Palmyra, inquired about possible historic recognition of her home. Arbiture will follow up on this and report at our next meeting.

Arbiture reported via email that Glenn Schrank, of Palmyra, inquired about repairs to a log cabin in Palmyra used for Boy Scout meetings. Arbiture will follow up on this and report at our next meeting.

Arbiture reported via email that Kathy Redmer, of Milford, inquired about historic recognition of her home. Arbiture will follow up on this and report at our next meeting.

Molinaro reported that he contacted all speakers and made certain they were all notified in advance of the cancellation of our October annual conference. Molinaro was a guest on Michael Klish's radio show on WFAW, Fort Atkinson, in the week prior to our planned conference and talked with Klish about the activities of our commission.

Citizens Comments: none

New Business

Cancellation of Annual JCHSPC History Conference October 3:

The checks from registrants have been returned. Birmingham made a motion to thank Molinaro for his organization and expertise, seconded by Moore, all in favor except Molinaro who abstained.

A discussion was held concerning holding large public conferences in the future. Molinaro suggested we offer a series of free individual public lectures. Opager stated we should partner with local historical societies, hold the lectures at their meeting places, and stated that we should consider holding these lectures quarterly. Molinaro stated that we need to have better communication with the history students from the UW-Whitewater History Department about future lectures. Possible future topics were listed. Birmingham stated we should put this topic on the agenda for the next meeting.

Commission Mailing List:

Molinaro explained that the names on the mailing list included the historic name of the building rather than the current owner and so many invitations to the conference were returned. Molinaro reported some work is currently being done on the mailing list. It was agreed to put the topic of what exactly is being done to update the mailing list on the agenda for the next meeting.

Commission Member Attendance:

A discussion was held concerning establishing guidelines for the attendance of board members. Opager stated that currently there are no guidelines. Molinaro reported that the ordinance that established our commission included the recommendation that we should have a realtor and architect on the board. A discussion was held concerning how we might find potential future board members.

Opager made a motion to table this topic until we can hold a discussion with full board attendance, seconded by Molinaro. Motion carried by unanimous approval.

Schedule Commission Planning Session:

Molinaro reported that Arbiture talked to Steve Grabow, professor and community resource development agent from the UW-Extension, about scheduling a planning session with Grabow. Opager made a motion that we approach Grabow to facilitate a planning session in April for us, seconded by Molinaro. Motion carried by unanimous approval.

Penelope Alwin Invitation to Commission Meeting:

It was agreed that she should be contacted again to see if she will be able to attend our commission meeting next month.

Old Business

Legacy Contract – Update:

Legacy Architecture, Inc., has completed the first initial review of the two Jefferson County NRHP property applications. As reported in communications, the invoice from Legacy has been forwarded to Brian Lamers.

Map Layering with Historic Survey Results:

Birmingham reported that he has had trouble connecting with Chip Brown and the WHS, but will try again to contact him and see if he can come to our next meeting to talk about layering the historic survey results onto the county's geographic information systems maps.

Next Meeting Date:

Molinaro suggested that the chairperson reserve the conference phone for our next meeting so that we can communicate with board members who are not present. Our next meeting will be held at 7:00pm, November 19, Room 12, UWEX.

Future Agenda Items:

Quarterly lecture series in lieu of the annual conference
Updates to the mailing list
Commission member attendance

Adjourn: A motion was made to adjourn the meeting by Opager, seconded by Molinaro, meeting adjourned at 7:52pm.

Submission of Meeting Minutes: Minutes of the meeting respectfully submitted by Julia Ince, secretary on October 17, 2015.